



NORTHWEST PIEDMONT
RURAL PLANNING ORGANIZATION

Technical Coordinating Committee (TCC) Meeting

Time: 12:00 – 1:00

Date: April 20, 2021

Location: Online via - <https://zoom.us/j/92293822487>

Welcome

- | | | |
|-----|--|--------------|
| I. | Welcome & Conflict of Interest Statement | Andy Goodall |
| II. | Public Comment Period | Andy Goodall |

Presentation

- | | | |
|------|--|------------|
| III. | Piedmont Authority for Regional Transportation | Kyle Laird |
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Action Items

- | | | |
|-----|----------------------------------|------------------|
| IV. | February TCC Minutes | Andy Goodall |
| V. | FY 20-21 Planning Work Program | Carter Spradling |
| VI. | FY 20-21 PWP Local Match Amounts | Carter Spradling |

Discussion Items

Other Business

- | | | |
|-------|---------------------|------------------|
| VII. | Division 9 Updates | Division Staff |
| VIII. | Division 11 Updates | Division Staff |
| IX. | RPO Update | Carter Spradling |
| X. | TPD Update | TPD Staff |
| XI. | BOT Update | BOT Staff |
| XII. | New Business | TCC Members |
| XIII. | Adjourn | Andy Goodall |

Next Meeting

June 15, 2021



NORTHWEST PIEDMONT
RURAL PLANNING ORGANIZATION

AGENDA ITEM

Agenda Item 4

February 16, 2021 Meeting Minutes

Background

The minutes are presented for your review and approval.

Attachment(s)

Meeting minutes.

Actions Requested

Approval.

NORTHWEST PIEDMONT RURAL PLANNING ORGANIZATION

MINUTES

Meeting of the Technical Coordinating Committee (TCC) – February 16, 2020

Meeting Attendees

TCC Members		NCDOT Members	RPO Members	
Andy Goodall	Mt. Airy	Michael Abuya	Jesse Day	PTRC
Barbara Jones	Mt. Airy	Rob Weisz	Kelly Larkins	PTRC
Kyle Laird	PART	Sean Sizemore	Carter Spradling	NWPRPO
Lisa Hughes	Yadkin County	Reuben Crummy		
Adam Barr	Davie County	John Rhyne		
Sarah Harris	Elkin	Bryan Lopez		
Byron Brown	Winston Salem	Phillip Craver		
Mike Koser	Yadkinville			
David Bone	Davie County			

The meeting began at 12:05 PM.

Welcome

- I. **Welcome and Conflict of Interest Statement** – Mr. Goodall welcomed those in attendance, reviewed the agenda, opened the meeting, and read the conflict of interest statement. No one present indicated any conflict(s) of interest.
- II. **Public Comment** – Mr. Goodall asked for public comments. There were no members of the general public present.

Action Items

- III. **October TCC Minutes Approval** – Request was made to adopt minutes of the October NWPRPO TCC minutes. Mrs. Hughes made the motion to approve and Mrs. Harris seconded. The motion to approve passed unanimously.

Discussion Items

- IV. **Prioritization 6.0 Update** – Mr. Spradling gave a verbal presentation on the status of the prioritization process.

- V. **Yadkin Valley Bicycle Plan** – Mr. Spradling presented the finalized Yadkin Valley Regional Bicycle Plan and explained the final adoption process.
- VI. **Division 9 Update** – Mr. Craver gave a verbal report.
- VII. **Division 11 Update** – Mr. Sizemore gave a verbal report.
- VIII. **Regional CTP and TPD Updates** – Mr. Crummy gave a verbal report regarding the status of the CTP and presented the TPD newsletter.
- IX. **Piedmont Legacy Trails** – Mr. Day presented information regarding the upcoming Piedmont Legacy Trails educational summit exercises to be held this Spring.
- X. **RPO Update** – Mr. Spradling introduced several continuing education opportunities.
- XI. **BOT Update** – There were no BOT members present.
- XII. **New Business** – No new business was introduced.
- XIII. **Adjourn** – Mr. Goodall adjourned the meeting at 12:48



NORTHWEST PIEDMONT
RURAL PLANNING ORGANIZATION

AGENDA ITEM

Agenda Item 5

FY 2021-2022 Planning Work Program (PWP)

Background

The NWRPO has put together a draft PWP for the upcoming fiscal year. Several categories in the Planning Work Program (PWP) allow for local technical assistance to support customized transportation planning needs.

Items identified in the PWP include the following:

- Ongoing Prioritization 6.0 activities.
- Ongoing data collection and infrastructure mapping.
- RPO involvement in broadband planning activities.
- Assistance with future Comprehensive Transportation Plans.
- Review and update of PTRPO administration documents as needed.
- Fulfill federal Title VI requirements.
- Attend relevant conferences and trainings.

Attachment(s)

FY 2021-2022 Planning Work Program (PWP).

Actions Requested

Approval.

FY 21-22
PLANNING WORK PROGRAM (DRAFT)
NARRATIVE
NORTHWEST PIEDMONT RURAL PLANNING ORGANIZATION

I. DATA COLLECTION AND ASSESSMENT

I-1 DATA COLLECTION AND ASSESSMENT \$ 12,000.00

- I-1.1 Highway**
Perform crash data analysis, traffic volume counts, and parking inventories as needed.
- I-1.2 Other Modes**
Update and maintain bicycle, pedestrian, and trail facility data; attend county-level transit system TAB meeting; gather and assess freight data; gather data for submission of projects into Prioritization., PART collaboration
- I-1.3 Socioeconomic**
Update socioeconomic and demographic data for all counties; participate in regional CommunityViz meetings.
- I-1.4 Title VI**
Ensure NWRPO is compliant with Title VI requirement; update Environmental Justice and Limited English Proficiency (LEP) Assessment.

II. TRANSPORTATION PLANNING

II-1 COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT \$ 8,000.00

- II-1.1 Develop CTP Vision**
- II-1.2 Conduct CTP Needs Assessment**
Conduct public workshop(s)
- II-1.3 Analyze Alternatives and Environmental Screening**
Assist with alternatives and environmental screenings for CTP.
- II-1.4 Develop Final Plan**
Assist with development of maps for CTP; assist with Draft CTP report
- II-1.5 Adopt Plan**
Final CTP draft; prepare adoption resolutions for Regional CTP; attend presentation of CTPs to County and Municipal boards.

II-2 PRIORITIZATION \$ 18,225.00

- II-2.1 Project Prioritization**
Prepare and present to TCC/TAC Committed, Carryover, Holding Tank, and Deleted projects; hold meeting in each county to solicit new projects; obtain TCC/TAC approval of projects; gather data for highway projects and enter highway and non-highway projects into SPOT Online; discuss Alternative Criteria rates with other RPO/MPOs and Divisions; attend SPOT training; update Local Input Methodology; carry out steps of Methodology; post information on website as required by Methodology.

II-3 PROGRAM AND PROJECT DEVELOPMENT \$ 2,000.00

- II-3.1 STIP Participation**
Review status of projects in STIP, report to TCC/TAC.
- II-3.2 Merger / Project Development**
Attend merger meetings. Attend project officials and public meetings.

II-4 GENERAL TRANSPORTATION PLANNING \$ 19,000.00

- II-4.1 Regional and Statewide Planning**
Attend NCARPO quarterly meetings, MPO conference, RPO America conference, NC APA conference; NC Rural Center trainings, GIS conferences, NC Safe Routes to School conferences, NC Moves 2050 activities, WSMPO TCC and CTP/MTP steering committee, NC Complete Streets conferences and workshops, and other conferences as necessary; participate in NCARPO subcommittee meetings; participate in state workgroup meetings; stay up-to-date on Joint Legislative Transportation Oversight Committee meetings and report to Executive Committee and TCC/TAC as needed; assist municipalities and counties on transportation related projects; participate in Integrated Mobility workshops and development; serve as member of WSMPO pedestrian plan steering committee and Davie County bike/ped plan steering committee; Land Use Plan updates
- II-4.2 Special Studies, Projects and Other Trainings**

Provide planning and support for Piedmont Legacy Trails and other bicycle and pedestrian programs and projects; aid in CMAQ and other air quality outreach and education grants, trainings or programs; attend trainings including facilitation and GIS training; Piedmont Transportation Professionals meetings and trainings. TOD assessment; Piedmont Legacy Trails support; Clean fuels and technology support; SPR grant admin; EV charging station admin

III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES

III-1 ADMINISTRATIVE ACTIVITIES \$ 16,000.00

- III-1.1 Administrative Documents**
Prepare, obtain approval, and submit PWP and needed amendments; prepare and submit Quarterly Reports and Final Yearly Narrative; update MOU and PIP as needed.
- III-1.2 TCC / TAC Work Facilitation; Ethics Compliance**
Prepare minutes, agendas, materials, speakers, etc. for and hold TCC and TAC meetings; inform TAC of ethics information and deadlines; assist TAC members with ethics forms.
- III-1.3 Program Administration**
Providing transportation information and data; contact NCDOT staff concerning questions from, officials, citizens and TAC /TCC members; update website; perform daily tasks including phone calls, emails, etc.

IV. DIRECT COSTS

IV-1 PROGRAMMATIC DIRECT CHARGES \$ 15,000.00

- IV-1.1 Program-wide Direct Costs**

Direct costs include telephone, occupancy, dues and subscriptions, supplies and computer equipment and services including a new plotter and ArcGIS and Adobe Cloud license.

IV-2 ADVERTISING		\$ 1,250.00
IV-2.1 News Media Ads	Advertising costs for Public Hearings, workshops etc; targeted paid advertisements on social media sites.	
IV-3 LODGING, MEALS, INCIDENTALS		\$ 2,500.00
IV-3.1 Hotel Costs	Hotel costs associated with attending conferences, meetings, workshops and trainings hosted outside the 12 counties covered by the Piedmont Triad Regional Council including: NCARPO quarterly meetings, MPO conference, RPO America conference, NC APA conference; NADO Conference, NC Rural Center trainings, GIS conferences, NC Safe Routes to School conferences, NC Complete Streets conferences and workshops, facilitation training, GIS training, and other conferences and trainings as necessary.	
IV-3.2 Meal Costs	Meal costs while on overnight or extended travel.	
IV-3.3 Incidentals	Hotel parking, tips, etc.	
IV-4 POSTAGE		\$ -
IV-4.1 Mailings		
IV-5 REGISTRATION / TRAINING		\$ 1,250.00
IV-5.1 Conference Registration	MPO conference, RPO America conference, NC APA conference; NC Rural Center trainings, NADO, GIS conferences, NC Safe Routes to School conferences, NC Complete Streets conferences and workshops, and other conferences as necessary;	
IV-5.2 Meeting / Workshop / Training Fees	GIS and facilitation training	
IV-6 TRAVEL		\$ 4,500.00
IV-6.1 Mileage Reimbursement	Reimbursement for total miles traveled at the federal reimbursement rate.	
IV-6.2 Car Rental Costs	Reimbursement for rental car usage.	
IV-6.3 Other Travel Expenses	Parking fees, air fare, other.	
V. INDIRECT COSTS		
V-1 INDIRECT COSTS APPROVED BY COGNIZANT AGENCY FY 18-19		\$ 33,243.00
V-1.1 Incurred Indirect Costs	Indirect costs incurred for the RPO program	
TOTAL		\$ 132,968.00



AGENDA ITEM

Agenda Item 6

FY 2021-2022 Local Match Amounts

Background

NWPRPO Proposed Dues, FY 2021-2022			
Local Government	cost per person	Population Estimate (2019)	2021-2022 RPO Dues
*based on 0.15815 per person			
Town of Cooleemee	0.15815	971	\$ 154
Town of Mocksville	0.15815	5,486	\$ 868
Davie County without municipal Population*	0.15815	24,481	\$ 3,872
Town of Danbury		186	\$ 100
Town of Walnut Cove	0.15815	1,385	\$ 219
Stokes County without municipal Population*	0.15815	25,268	\$ 3,996
Town of Dobson	0.15815	1,579	\$ 250
Town of Elkin	0.15815	4,103	\$ 649
City of Mount Airy	0.15815	10,286	\$ 1,627
Town of Pilot Mountain	0.15815	1,508	\$ 238
Surry County without municipal Population	0.15815	56,013	\$ 8,858
Town of Boonville	0.15815	1,222	\$ 193
Town of East Bend		591	\$ 100
Town of Jonesville	0.15815	2,244	\$ 355
Town of Yadkinville	0.15815	2,987	\$ 472
Yadkin County without municipal Population	0.15815	31,086	\$ 4,916
Totals		169,396	\$ 26,867
Dues based on estimates posted on the NC Office of Budget and Management			
*Methodology for Stokes and Davie County Estimates			
Using 2010 Decennial Census Block Level population data, PTRC calculated the percentage of each county population within the RPO boundary. That percentage was applied to the 2019 NC State Demographer Population Estimate to find the RPO population for each county. Municipal populations were then subtracted out (Danbury and Walnut Cove for Stokes; Mocksville and Cooleemee for Davie) to calculate the population counts used in calculating dues for the 2021-2022 fiscal year.			

Attachment(s)

None.

Actions Requested

Approval.



NORTHWEST PIEDMONT
RURAL PLANNING ORGANIZATION

AGENDA ITEM

Agenda Item 9

2021 NCDOT Planning Grant Initiative.

Background

The NCDOT Division of Bicycle and Pedestrian Transportation and the Transportation Planning Branch created an annual matching grant program – the Bicycle and Pedestrian Planning Grant Initiative – to encourage municipalities to develop comprehensive bicycle plans and pedestrian plans. This program was initiated in January 2004 and is currently administered through NCDOT-DBPT.

The Planning Grant Initiative has been successful in its seventeen years - since 2004, 232 planning grants have been awarded. To date, a total of approximately \$7 million has been allocated to 226 municipalities and 6 counties through this grant program.

The application deadline is Wednesday, June 30, 2021. For more information visit:

<https://connect.ncdot.gov/municipalities/PlanningGrants/Pages/Planning-Grant-Initiative.aspx>

Attachment(s)

2021 Planning Grant Memo

Actions Requested

None.



To: NWRPO TAC & TCC Members
From: Carter Spradling
CC:
Date: April 14, 2021
Re: 2021 Bicycle and Pedestrian Planning Grant Initiative

NC DOT is accepting applications from communities for the 2021 Bicycle and Pedestrian Planning Grant Initiative. The program provides funding for municipalities across the state to develop comprehensive bicycle or pedestrian plans. There are several plan options available to meet specific community needs.

All North Carolina municipalities are eligible to apply for a standard bike or pedestrian plan (application). Additionally, the following options are available: Counties with population of less than 50,000 may apply for a bicycle or pedestrian plan; Smaller municipalities with populations of less than 10,000 can apply to develop combined bicycle and pedestrian plans; Municipalities of less than 5,000 population may apply for a project acceleration plan (application) – an abbreviated plan primarily focusing on priority project identification and implementation; Municipalities (and counties with populations of less than 50,000) who currently have bicycle plans and/or pedestrian plans, either through this grant program or otherwise, may apply for a plan update (application) provided the existing plan is at least five years old.

The deadline for application, to be submitted electronically, is Wednesday June 30 at 5 p.m. Award recipients will be notified by September 2021.

This program is sponsored by the department's Integrated Mobility Division (IMD) and the Transportation Planning Division. Since 2004, over \$7 million have been awarded through this program to 226 municipalities and 6 counties across the state.

Proposals are divided and judged in geographical groups to help establish equitable distribution of funding across the state. The selected awardees commonly incorporate a diverse mix of municipalities from large cities to small towns.

A webinar will be scheduled for May 12, 2021 to describe the grant program and to respond to any questions from potential applicants.

For more information on the Bicycle and Pedestrian Planning Grant Initiative, contact Bryan Lopez at (919) 707-2606 or balopez@ncdot.gov.

Piedmont Triad Regional Council, Lead Planning Agency

1398 Carrolton Crossing Drive - Kernersville, NC 27284-3480 - Phone (336) 904-0300 - Fax (336) 904-0309